



# MINUTES

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**Committee:** Finance and Policy Committee  
**Date:** Tuesday 27 April 2021  
**Time:** 7.15pm  
**Venue:** Virtual meeting via Zoom

## Present

Cllr Jan Evans (Chairman)  
Cllr Mike Warner  
Cllr Vivienne Hodges  
Cllr John Farrand-Rogers

## Also Present

Samantha Parkin (Clerk)

## 13/2021 APOLOGIES FOR ABSENCE

Apologies for absence were accepted from Cllr Keep.

## 14/2021 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest were made. No requests for dispensations were received.

## 15/2021 MINUTES

Cllr Farrand-Rogers identified two grammatical errors in the draft minutes. The Clerk will amend and reminded Councillors that any grammatical errors or similar should be reported to the Clerk at the time that these draft minutes are issued to minimise the time that is taken up by dealing with these during the actual meeting.

It was proposed by Cllr Farrand-Rogers, seconded by Cllr Hodges and **resolved** to **accept** and sign the amended minutes of the meeting held on 16<sup>th</sup> March 2021 as a correct record. .

## 16/2021 Q4 BUDGET REPORT

The Clerk had circulated a report prior to the meeting. Cllr Evans had gone through the report with the Clerk prior to the meeting and felt happy the report was an accurate reflection of the Council's accounts.

It was proposed by Cllr Hodges, seconded by Cllr Warner and **resolved to accept** the Q4 budget report.

### **17/2021 DRAFT POLICY**

The Clerk had circulated the draft Financial Regulations prior to the meeting and highlighted the changes made.

It was proposed by Cllr Hodges, seconded by Cllr Warner and **resolved to recommend** to full Council to **approve** the Financial Regulations.

### **18/2021 RISK ASSESMENT**

The Clerk had circulated the updated risk assessment prior to the meeting.

Cllr Warner was concerned about the insurance policies against some of the risk. He thinks the Council needs to get clarification from the insurers as to exactly what the Council is responsible for. The Clerk confirmed the Council need to re-evaluate the figures insured.

It was proposed by Cllr Evans, seconded by Cllr Farrand-Rogers and **resolved** that the Clerk and Cllr Warner will **review** the issues raised and clarify for the annual meeting.

The Chairman closed the meeting at 7.33pm.

#### ***TO DO ACTIONS:***

- The Clerk and Cllr Warner to review insurance